



Adopt-A-Area Agreement

___ Median ___ Park ___ Street

The following is a Letter of Agreement between the City of Longview, hereinafter called the “City,” and

hereinafter called the “Sponsor,” recognizing the need and the desirability of beautiful, litter-free streets, parks, and medians, and are entering this Agreement to permit the Sponsor to provide volunteer services at least four (4) times per year at the specific site known as

By signature below, the Sponsor, both jointly and severally, acknowledge the potentially dangerous nature of the work and agree to the following terms and conditions:

- The Sponsor shall be required to adopt for a minimum period of two years.
- The Sponsor shall volunteer at the location **a minimum of four times a year**. It is desired that one of these days coincide with the Citywide Cleanup campaign in April and November of each year. Monthly volunteering is encouraged, when possible.

Required: Litter Cleanup

Optional: (Place check by desired activities)

- ☐ Maintain Flower Bed / Landscaping.
- ☐ Mow Grass. If yes, how often: _____
- ☐ Special Project: _____

- The Sponsor shall appoint or select a chairperson to serve as spokesperson for the Sponsor, who will be responsible for recording and reporting the volunteer hours worked and number of bags collected on cleanups to the City.
- The Sponsor and participants agree to abide by all laws, regulations, and guidelines relating to safety.
- The Sponsor shall be responsible for maintaining a first-aid kit and adequate drinking water while volunteering on the adopted section.
- The Sponsor shall be responsible for prohibiting participants from either possessing or consuming alcoholic beverages while volunteering on the adopted section.
- The Sponsor shall ensure that individuals participating in a volunteer effort shall wear bright colored clothing or safety vests.
- If participants are 15 or younger, the Sponsor shall furnish adequate supervision by one or more adults.
- The Sponsor shall not subcontract or assign its duties or responsibilities to any other Sponsor organization, or enterprise without first consulting with the City of Longview.
- The Sponsor shall obtain required supplies and materials from the City during regular business hours.
- The Sponsor shall have the option of renewing the agreement subject to the approval of the City.
- The Sponsor shall report volunteer activities and hours to the City of Longview at 903-237-1390 or VolunteerCenter@ci.longview.tx.us to arrange for trash to be removed.

The City agrees to accomplish the following:

- Work with the Sponsor to determine the specific section to be adopted.
- Place a sign identifying the adopted section with the Sponsor's name or acronyms displayed. The Parks and Recreation Department must approve additional or customized signage.
- Provide trash bags and safety literature.
- Remove filled trash bags after the volunteer day is reported to the City.
- Remove litter from the adopted section under unusual circumstances, i.e. remove large, heavy, or hazardous items.
- Continue to provide current level of maintenance.

If, in the sole judgment of the City, it is found that the adopting Sponsor is not meeting the terms and conditions of this agreement, upon 30 days notice, the City may terminate the adopting agreement and remove the signs. This agreement may be modified in scope or altered in any other manner at the sole discretion of the City. The City reserves the right to modify or cancel the Adoption Program at any time and for any reason, at the sole discretion of the City. It is also agreed that the City does not assume liability for the actions of the Sponsor in performing maintenance on City property. This agreement may be amended at any time by mutual agreement of both the City and the Sponsor.

This agreement shall commence on the date listed by the Sponsor below and shall endure until such time as terminated by either the Sponsor or the City.

Printed Name of Sponsor	Sponsor Mailing Address
Printed Name of Chairperson	Chairperson Mailing Address
Primary Phone Number	Secondary Phone Number
Email Address	Sponsor Website
Chairperson Signature	Date
City of Longview Volunteer Coordinator Signature	Date

Please Return to: City of Longview Volunteer Center

Address: P.O. Box 1952. Longview, Texas 75606

Phone: 903-237-1390 **Fax:** 903-291-5317 **Email:** VolunteerCenter@longviewtexas.gov